



InforME
Maine Information Network
45 Commerce Dr., Ste 10
Augusta, ME 04330
(207) 621-2600
info@informe.org
www.maine.gov/informe/

DPPA Affirmation Statement

Complete ONLY if requesting access to protected information in driver records.

Attachment to contract for motor vehicle record services with InforME/Maine Information Network

As an individual, or an authorized agent of a company, requesting Maine Bureau of Motor Vehicle (BMV) driver or vehicle records through batch, interactive or other processes, I hereby certify on a continuing basis that I am qualified under the Rules of the Department of the Secretary of State 29-250 Chapter 10 (www.maine.gov/sos/cec/rules/29/250/250c010.doc), which implements the Driver's Privacy Protection Act (DPPA), to request "personal information" from the BMV.

If an authorized agent of a company, I further certify on a continuing basis that I have made those personnel from our company who will be handling, requesting or disseminating such records from the BMV (or will in the future make any new persons who will be handling, requesting or disseminating such records from the BMV) familiar with the provisions of Chapter 10 and that all of them agree (or for future personnel, will at that time agree) to abide by its provisions as a condition of the company being granted access to such information.

Please indicate which permissible use category qualifies your entity to have access to personal information. Please check all that apply:

- ☐ For use by a government agency, including a court or law enforcement agency, in carrying out its functions, or a person acting on behalf of a government agency* in carrying out its functions.
- ☐ For use in connection with matters concerning:
 - A. motor vehicle or driver safety and theft;
 - B. motor vehicle emissions;
 - C. motor vehicle product alterations, recalls or advisories;
 - D. performance monitoring of motor vehicles, motor vehicle parts, and dealers;
 - E. motor vehicle market research activities**, including survey research; and
 - F. the removal of non-owner records from the original owner records of motor vehicle manufacturers.
- ☐ For use in the normal course of business by a business or its agents*, employees, or contractors*, but only:
 - A. to verify the accuracy of personal information submitted by an individual to the business or its agents, employees, or contractors; and
 - B. if information submitted to a business is not correct or is no longer correct, to obtain the correct information only for purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual.



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- ☐ For use in connection with a civil, a criminal, an administrative, or an arbitration proceeding in a court or government agency or before a self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or under an order of a court.
- ☐ For use in research activities**, and for use in producing statistical reports, as long as the personal information is not published, re-disclosed, or used to contact the individuals who are the subject of the personal information.
- ☐ For use by an insurer, an insurance support organization, or a self-insured entity, or the agents*, employees, or contractors* of an insurer, and insurance support organization, or a self-insured entity in connection with claims investigation activities, anti-fraud activities, rating, or underwriting.
- ☐ For use in providing notice to the owners of towed or impounded vehicles.
- ☐ For use by a licensed private investigative agency or licensed security service for a purpose allowed under this section.
- ☐ For use by an employer or its agent* or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under the Commercial Motor Vehicle Safety Act of 1986 (49 U.S.C. 2710 et seq.)
- ☐ For use in connection with the operation of private toll transportation facilities.
- ☐ For any use in response to requests for individual motor vehicle records when the bureau has obtained the written consent of the person to whom the personal information pertains.
- ☐ For any other use specifically authorized by law that is related to the operation of a motor vehicle or public safety. *Please explain and cite authorizing Federal or state law/rule:*

** If you are acting on behalf of, or are contracting with, a business, government agency, court or law enforcement agency, please complete the DPPA Supplemental Information Form*

*** An explanation that details the reason(s) why you feel your research/survey activities qualify under this category must be attached to this document by completing the DPPA Supplemental Information Form.*



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DPPA Affirmation Statement (continued)

I understand penalties may be imposed against me for any violation of the DPPA. I further agree to indemnify and hold harmless the State of Maine, InforME, and Maine Information Network, LLC, from any liability or costs that may result from any access to or use of personal information, which was obtained by me, or others under my authorization, and which was not used in accordance with Chapter 10.

Signature

Printed Name and Title

Organization Name

Type of Business (i.e. Employment Service, Insurance Company, Government, etc.)

Physical Address & Phone Number

Mailing Address (if different from Physical Address)

Date

All requests for access to personal information contained on a motor vehicle record are reviewed by personnel at the Bureau of Motor Vehicle prior to approval. You will be contacted by appropriate personnel if additional information is required during the approval process.



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DPPA Supplemental Information Form

The Bureau of Motor Vehicles is required to protect personal information contained on motor vehicle records and needs the following information to complete the review of your request for access to personal information.

For contractors/agents acting on behalf of another:

1. Please provide a copy of the contract/memorandum of agreement you have with the entity you are acting on behalf of, or are contracting services.
2. Please indicate the type of service you are providing to this entity:
3. Please explain how the personally identifiable information will be used:

For research activities and/or for producing statistical reports:

If you are requesting access to personal information for use in research activities and for use in producing statistical reports, please provide the following information:

1. Please provide a basic overview of the research activity/statistical report to include the project title and the objective:
2. Please explain how the personally identifiable information will be used in your research activity/statistical report:
3. How will the research activity/statistical report provide improvements to highway and/or driver safety?